

**MEETING AGENDA****TALCB Enforcement Committee**

4th Floor, Stephen F. Austin State Office Building
1700 North Congress, Austin, Texas 78701

Monday November 4, 2013, 12:00 p.m.

1. Call to order
2. Discussion and possible action regarding proposed amendment to 22 TAC §155.1 concerning Standards of Practice.
3. Discussion and possible action regarding proposed amendment to 22 TAC §153.24 concerning Complaint Processing.
4. Discussion and possible action regarding amending 22 TAC §153.20 concerning Guidelines for Revocation, Suspension, Denial of Licensure or Certification; Probationary License to make it a violation for a supervisor to refuse to sign an appraiser trainee's log for valid work performed under that supervisor
5. Discussion and possible action regarding preparation of a flow chart of the complaint process for the website
6. Discussion and possible action regarding possible rule clarifying USPAP definition of "appraisal report"
7. Discussion and possible action regarding requirements for maintenance of and documentation in an appraiser workfile
8. Discussion and possible action regarding a rule for appraiser violation of confidentiality
9. Discussion and possible action to regarding appraisers who falsify documents or information to get on an approved client list
10. Discussion and possible action regarding the following items (if time permits):
 - a. complaint processing including complaints received without an appraisal report, complaints on older files, multiple complaints, staff initiated complaints, scope of work rule violations, contested cases, and litigation negotiation process
 - b. SES division documentation policies, including information for the public, manual, procedures, website and forms
 - c. appraiser duty to disclose past listings
 - d. reviewing draft committee agendas
 - e. committee policies (staff and members)
11. Discussion regarding future meetings
12. Adjourn

The Enforcement Committee of the Texas Appraiser Licensing and Certification Board may meet with its attorney in executive session on any item listed above as authorized by the Texas Open Meetings Act, Tex. Gov't Code, §551.071 to consult with its attorney.